

Historic, Archive Document

Do not assume content reflects current scientific knowledge, policies, or practices.

APR 27
NOV 30 1921
REPRINT

NOV 25 1921

S. R. S.-LIBRARY

Part II. Household Business and Management.

(From States Relations Service, U. S. Department of Agriculture.)

Lesson 1. Organizing the Business.

Studying the family needs; your money must buy food, clothing, household expenses. Planning expenditures. Keeping records.

Practical suggestions: Estimate and classify last year's expenditures, Make budget for coming year. Keep records. Make inventory of possessions, including house furnishing and personal possessions.

Lesson 2. Food.

Planning the meals to provide necessary nourishment for children and adults at moderate cost. Checking waste in storage, preparation and serving. Producing food at home.

Practical suggestions: Estimate the amount spent for vegetables and fruits; milk, eggs, cheese, and flesh foods; cereals, including bread; sweets; butter and other fats. Is it economical for you to raise food at home?

Lesson 3. Clothing.

Purchasing in terms of a planned wardrobe. Choosing it for service, suitability, becomingness, comfort, and health. Prolonging service by proper laundering, storage, repair, and alteration.

Practical suggestions: Write down articles needed and desired; list those on hand; estimate money and time needed to bring wardrobe into satisfactory condition; decide what should be provided first.

Lesson 4. The House and Its Furnishings.

Advantages of owning and of renting a home. Choosing house and furnishings for the health, comfort, and convenience of all the family. Effect of house furnishings on taste. Prolonging service by intelligent care and repair.

Practical suggestions: Look over the contents of each room with regard to convenience, comfort, and pleasure. Decide what might be removed and what added, rearranged, or improved. Consider the cost of desired improvements and which will give best returns for money spent.

Lesson 5. Ventilation, Heating, Lighting, and Storage.

Hygienic importance of good air. Means of securing desirable humidity in furnace-heated houses. Economical management of stoves and furnaces. Placing and shading of lights for general illumination and close work. Means of avoiding waste of light. Planning storage places to save time and materials. Cold-storage devices. Economical use of ice.

Practical suggestions: Air the house as regularly as you clean it. Learn to read the gas and watt-hour meters, and compare the records

Clothing for the Family. Fed. Board Voc. Educ. Bul. 23. Price, 15 cents. (Lesson 3)

* Removal of Spots and Stains from Clothing and Other Textiles. U. S. Dept. Agr., Farmers' Bul. 861. (Lessons 3 and 4)

* Home Laundering. U. S. Dept. Agr., Farmers' Bul. 1099. (Lessons 3 and 4)

The Care of Leather. U. S. Dept. Agr., Farmers' Bul. 1183. Price, 5 cents. (Lesson 3)

* The Farm Kitchen as a Workshop. U. S. Dept. Agr., Farmers' Bul. 607. (Lesson 4)

* Selection of Household Equipment. U. S. Dept. Agr., Yearbook Sep. 646. (Lesson 4)

* Water Systems for Farm Homes. U. S. Dept. Agr., Farmers' Bul. 941. (Lesson 4)

* House cleaning Made Easier. U. S. Dept. Agr., Farmers' Bul. 1180. (Lesson 4)

* Farm Home Conveniences. U. S. Dept. Agr., Farmers' Bul. 927. (Lesson 4)

Materials for the Household. U. S. Dept. Commerce, Bur. Standards Circ. 70. Price, 25 cents. (Lesson 4)

Safety for the Household. U. S. Dept. Commerce, Bur. Standards Circ. 75. Price, 15 cents. (Lesson 4)

* Five Ways of Saving Fuel in Heating Houses. U. S. Dept. Interior, Bur. Mines Technical Paper 199. (Lesson 5)

* Waste and Correct Use of Natural Gas in the Home. U. S. Dept. Interior, Bur. Mines Technical Paper 257. (Lesson 5)

* Saving Fuel in Heating a House. U. S. Dept. Interior, Bur. Mines Technical Paper 97. (Lesson 5)

* One-Register Furnaces. U. S. Dept. Agr., Farmers' Bul. 1174. (Lesson 5)

* Electric Light and Power in the Farm Home. U. S. Dept. Agr., Yearbook Sep. 799. (Lesson 5)

* The Farm Woman's Problems. U. S. Dept. Agr. Circ. 148. (Lesson 6)

with your bills. Test the temperature of your refrigerator by a thermometer placed inside; 50°F. or lower is best for milk and other perishable foods.

Lesson 6. Time and Personal Interests.

Reducing time required for house work by systematic planning, simple living, convenient equipment, and sharing work between members of family. Planning to meet legitimate needs of all the family for education, religion, recreation, and for friendliness and helpfulness between themselves and others. The importance of leisure to busy persons.

Practical suggestions: Calculate the money value of the time spent on housework. Consider how this time can be lessened to advantage and what better use can be made of the time thus saved. Keep some leisure time every day.

REFERENCES.

Any publication marked * may be obtained free on application to the Department issuing it as long as the supply lasts; when the supply for free distribution is exhausted, Farmers' Bulletins may be purchased for five cents a copy, in cash or money order, from the Superintendent of Documents, Government Printing Office, Washington, D. C. The other publications listed may be purchased in the same way for the price specified in each case.

- * Farm Household Accounts. U. S. Dept. Agr., Farmers' Bul. 964.
(Lesson 1)

Principles of Nutrition and Nutritive Value of Food. U. S. Dept. Agr., Farmers' Bul. 142. Price, 5 cents. (Lesson 2)

- * How to Select Foods: I. What the Body Needs. U. S. Dept. Agr., Farmers' Bul. 808. (Lesson 2)
- * How to Select Foods: II. Cereal Foods. U. S. Dept. Agr., Farmers' Bul. 817. (Lesson 2)
- * How to Select Foods: III. Foods Rich in Protein. U. S. Dept. Agr., Farmers' Bul. 824. (Lesson 2)
- * Food for Young Children. U. S. Dept. Agr., Farmers' Bul. 717.
(Lesson 2)
- * Home Gardening in the South. U. S. Dept. Agr., Farmers' Bul. 934.
(Lesson 2)
- * The Farm Garden in the North. U. S. Dept. Agr., Farmers' Bul. 937.
(Lesson 2)
- * The Home City Garden. U. S. Dept. Agr., Farmers' Bul. 1044.
(Lesson 2)

Selection and Care of Clothing. U. S. Dept. Agr., Farmers' Bul. 1089.
Price, 5 cents. (Lesson 3)

